

7/16/82
frcm

MEMORANDUM FOR: Acting Director of Personnel

STATINTL

FROM :
Office of Personnel

SUBJECT : Budgeting for Physical Fitness Room Expenses

REFERENCE : Memo for ADDA from AD/Pers, dtd 9Nov77, same subject

It is requested that you approve the transfer of \$1,000 from the general Office of Personnel supply/equipment account to the Benefits and Services Division for the purpose of establishing a separate account to fund expenses for the Physical Fitness Room.

STATINTL

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APPROVED/DISAPPROVED

el

28 NOV 1977

Date

Distribution:

Orig - Return to OP/Admin
1 - D/Pers Chrono
1 - OP/Admin